

**CLERK'S CONTRACT and AGREEMENT COVER PAGE**

**Legistar File ID#:** 2021-0077

**Innoprise Contract #:** C21-0022

**Year:** 2021-2023

**Amount:** \$319,862.00

**Department:** Public Works - NRF

**Contract Type:** Service

**Contractors Name:** Christy Webber & Company

**Contract Description:** Landscape Management & Maintenance - Facilities, Parks, Medians, & R.O.W.

1. Change Order #1 - Request to exercise the option to renew for 2 years; new completion date is 2/28/2026.

signed 12/12/2023

**RECEIVED**

By: Curt Date: 12/14/23



# ORLAND PARK

## REQUEST FOR CHANGE ORDER # 1

Purchase Order/ Contract #: C21-0022

Change Order Request Date: 12/6/23

Company Name: Christy Webber and Company

Contract Title: Landscape Management & Maintenance: Facilities, Parks, Medians and R.O.W.

NOTE: The above referenced contract is for a fixed not to exceed amount and scope of services. For any change to the contract amount or scope of services this form must be completed and signed by the contractor and approved and authorized by the Village of Orland Park BEFORE commencing with any work beyond the dollar amount or scope of the original, or previously amended contract/purchase order

Item	Description	Amount
A	Original contract value (without contingency)	\$ 959,586.00
B	Total amount of previous change orders for contract (not contingency)	\$ 0.00
C	Total current contract amount (A + B)	\$ 959,586.00
D	Amount of this change order for contract ( + or - )	\$ 639,724.00
E	Revised contract amount (C + D)	\$ 1,599,310.00
F	Percent of current contract amount this change order represents (D/C)	66.67%
G	Cumulative percent of all change orders (B + D)/A	66.67%
H	Original contract completion date	2/28/24
I	Revised contract completion date	2/28/26
J	Total amount of contingency	
K	Amount of this contingency funds request	
L	Amount of previous contingency funds approved	\$ 0.00
M	Contingency funds remaining	\$ 0.00

### Brief description of services provided under the contract:

Landscape Management & Maintenance: Facilities, Parks, Medians and R.O.W.

### Reason for requested change: (if requesting approval for contingency funds, date extension by a total of 30 days or more, identify % and amount on contract)

Requesting to exercise the two (2) option years, to extend original completion date from February 28, 2024, to February 28, 2026.

**For Village Use Only:** IN ACCORDANCE WITH 720 ILCS 5/33E-9 this section shall only apply to a change order or a series of change orders which authorize or necessitate an increase or decrease in either the cost of a public contract by a total of \$10,000 or more or the time of completion by a total of 30 days or more.

As the authorized designee of the Village of Orland Park to approve a change order to this public contract, I hereby make the following written determination regarding this change order and authorize and approve the same:

- ☐ The circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed
- ☒ The change is germane to the original contract as signed
- ☒ The change order is in the best interest of the Village of Orland Park and authorized by law

This written determination and this written change order resulting from that determination shall be preserved in the contract's file which shall be open to the public for inspection.

Company Name: CHRISTY WEBBER & COMPANY

Signature: Matthew J. Scheidt

Printed Name: Matthew J. Scheidt

Title: DIRECTOR OF MAINTENANCE

Date: 12/7/2023

Village of Orland Park

Signature: George Koczwar

Printed Name: George Koczwar

Title: Village Manager

Date: 12/12/23



# VILLAGE OF ORLAND PARK

14700 S. Ravinia Avenue  
Orland Park, IL 60462  
www.orlandpark.org

## Master

File Number: 2021-0077

File ID: 2021-0077

Type: MOTION

Status: PASSED

Version: 0

Reference:

Controlling Body: Board of Trustees

File Created Date : 01/25/2021

Agenda Entry: RFP 21-001 - Landscape Management and Maintenance - Facilities, Parks, Medians, and R.O.W.s

Final Action: 02/01/2021

Title: RFP 21-001 - Landscape Management and Maintenance - Facilities, Parks, Medians, and R.O.W.s

### Notes:

### Sponsors:

Res/Ord Date:

Attachments: Christy Webber RFP Submittal, Christy Webber RFP Clarification, RFP 21-001 Tabulation, RFP 21-001 Audit Report, Contract - Signed

Res/Ord Number:

### Drafter:

Hearing Date:

Department MMAZZA

Effective Date:

Contact:

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
0	Public Works Department	01/25/2021	INTRODUCED TO BOARD	Board of Trustees			
0	Board of Trustees	02/01/2021	APPROVED				Pass

### Text of Legislative File 2021-0077

#### Title/Name/Summary

RFP 21-001 - Landscape Management and Maintenance - Facilities, Parks, Medians, and R.O.W.s

#### History

On January 4, 2021, RFP 21-001 "Landscape Management and Maintenance - Facilities, Parks, Medians and R.O.W.s" The RFP closed on January 20, 2021 at which point twenty-six (26) vendors partially downloaded the RFP documents, six (6) fully downloaded the RFP documents and four (4) submitted proposals. The RFP and bid tabulation are attached for reference. The proposal totals were as follows:

#### Christy Webber and Company

2021 = \$319,862.00

2022 = \$319,862.00

2023 = \$319,862.00

\*Optional 2024 = 0% Increase

\*Optional 2025 = 0% Increase

\*Christy Webber's proposal indicated "N/A" for the years 2024 and 2025. This was clarified by Christy Webber as representing no price increase for optional additional years of 2024 and 2025. See attached supporting documentation.

**City Escape Garden and Design, LLC**

2021 = \$324,877.00

2022 = \$324,877.00

2023 = \$331,378.00

Optional 2024 = 0% Increase

Optional 2025 = 2% Increase

**Semmer Landscape LLC**

2021 = \$414,987.00

2022 = \$423,286.00

2023 = \$431,752.47

Optional 2024 = 2% Increase

Optional 2025 = 2% Increase

**Clarence Davids and Company**

2021 = \$1,206,744.00

2022 = \$1,206,744.00

2023 = \$1,242,946.00

Optional 2024 = 2% Increase

Optional 2025 = 2% Increase

Christy Webber has provided landscape management and maintenance services for the Village since 2018. Public Works Staff have been satisfied with Christy Webber's quality of work, professionalism, and responsiveness. As such, Staff recommends awarding RFP 21-001 to Christy Webber and Company for 2021 through 2023 with the Village's option to extend their contract for an additional two (2) years.

**Financial Impact**

Funding for annual landscape management and maintenance is budgeted in 010-1700-443500.

**Recommended Action/Motion**

I move to approve awarding RFP 21-001 to Christy Webber and Company of Chicago, IL for 2021 - 2023 with the Village's option to extend for an additional two (2) years for an amount not to exceed the annual Board approved budgeted amounts.



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